

# Tampa Titans Player/Parent Hand Book

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## Dispute/Grievance:

1. The athlete should first speak to the coach about any issues. This is a valuable life lesson and helps the athlete learn to communicate. If the matter remains unresolved, then move on to step 2.
2. The parents should speak or meet with the coach. Parents and/or athlete should contact the coach via the telephone or email to set up a meeting time (not during a tournament). Player and Parent must both be present!
  - A parent should never approach a coach at a tournament. We have instructed the coaches to follow the “24 hour rule”, to refuse to discuss any controversial matter, and to refer the parent to the Directors. The coach will then walk away.
  - The recommended time for a parent to schedule a meeting is before or immediately following a scheduled practice.

If the matter remains unresolved or if the parent has a reasonable concern that speaking with the coach will not resolve the matter, then go to step 3.

3. The parent may speak to the Director (s) and request a meeting with the coach and Director (s) together.
  - If the issue is unresolved, the parent may ask for a meeting with the club director, the head coach, and the athlete. The meeting should take place at a location considered adequate for private discussion, agreed upon by the parent, coach, and director and during a scheduled time away from practice or a tournament is appropriate. The decision of the club director at this point is **FINAL**.
  - In most situations, the TITANS will request the athlete to also attend.
  - **Meetings should be previously arranged. This will not take place at a tournament site.**
  - **The Director(s) will not engage in discussions about coaching decisions.**

4. **Refunds and Deposits:** Upon making any TITANS team, at a regular or supplemental tryout, there is a **non-refundable** \$695.00 deposit due to secure the player’s roster spot. Remember, if you are offered a spot on the Titans roster other players may not get an offer, A Subsequent refund of any club dues is based on the number of players per team **and given for medical reasons ONLY**. All refunds are reviewed on a case by case basis. All final decisions are determined by the club Director only!.

5. Any dispute with the club must be submitted to the CLUB DIRECTOR in writing, including the date of incident or injury, All Doctors notes, including type and length of disability, and the duration of club participation. All disputes which include complete documentation as previously stated will be considered.

6. All issues or disputes, regardless of the nature or source, must follow the previously detailed club “Policy Order” as stated in numerals 1-5 above.

## **OTHER POLICIES REGARDING GRIEVANCES and Code of Conduct with the TAMPA TITANS CLUB:**

1. **The TITANS will not tolerate hostile, aggressive confrontations** between a parent and any official, coach, athlete, or another parent, whether the confrontation is within the club or not. Violation of this policy may result in the athlete(s) being dismissed from Titans.
2. **It is inappropriate for an athlete or parent to approach other TITANS members about a problem the athlete or parent is having with a TITANS coach.**
  - Asking uninvolved persons to take sides in an issue is unfair to the third party and to the club. For the psychological health of the teams and the club as a whole, grievances need to be handled between the parties involved and the decision makers in the situation. If this policy is violated the guilty party may be terminated from the Titans club, with no refunds.
  - Remember...Competitive team athletics, by nature alone, create situations where everyone may not be happy all of the time.
3. **Any member who is approached and asked to listen to or to express an opinion about matters between two other parties in the club is strongly encouraged to refer the complaining party to take the matter up with either the coach or the directors.**
4. **Any member who, as a third party, hears remarks or stories about the Tampa Titans, the employees or policies, that may cause the member to be concerned, is encouraged to call the Director(s) immediately to determine the facts, or to alert the club administration to a situation of which it may be unaware.**

- By the time the story gets to a third or fourth party, it frequently bears little resemblance to the truth or to the facts of the situation.
- It is also detrimental to the athlete and disruptive to the team to complain to the athlete about the coach, the coach's style, or the TITANS policies.
- If you, as a parent, are unhappy or concerned about any matter, address the party in control. If the athlete is unhappy, she needs to address the appropriate party.

## **Code of Conduct / Honor Code**

### *Recommended:*

- a. Team members will display proper respect and sportsmanship toward coaches, officials, administrator, teammates, fellow competitors and the public at all times.
- b. Team members and staff will refrain from any illegal or inappropriate behavior that would detract from a positive image of the team or be detrimental to its performance objectives.
- c. The possession or use of alcohol or tobacco products by any athlete is prohibited.
- d. The possession, use or sale/distribution of any controlled or illegal substance or any form of weapon is strictly forbidden.
- e. Team members are reminded that when competing in tournaments, traveling on trips and attending other club-related functions, they are representing both themselves and [Club]. Athlete behavior must positively reflect the high standards of the club.

### For Consideration:

- a. Failure to comply with the Honor Code as set forth in this document may result in disciplinary action. Such discipline by include, but may not be limited to:
  - i. Dismissal from the trip and immediate return home at the athlete's expense;
  - ii. Disqualification from future tournaments, either local or traveling;
  - iii. Financial penalties;
  - iv. Dismissal from team; and/or
  - v. Penalties set forth in the USA Volleyball Participant Code of Conduct, which may include a lifetime ban.
- b. Players are to refrain from inappropriate physical contact at team activities.
- c. Players are to refrain from the use of inappropriate language.

# Tampa Titans Player/Parent Hand Book

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Tampa Titans Volleyball  
Jeffrey Saxton-Director



## MINOR ATHLETE ABUSE PREVENTION POLICIES

**Covered Organizations/LAOs are required to implement the following athlete abuse prevention policies**

To satisfy these requirements, USA Volleyball provides these policies to USAV member clubs. Clubs may choose to implement stricter standards.

### SafeSport Club Policies

1. One-on-One Interactions, including meetings and individual training sessions (Clubs are required to establish reasonable procedures to limit one-on one interactions, as set forth in federal law)
2. Massages and rubdowns/athletic training modalities Locker rooms and changing areas
3. Social media and electronic communications
4. Local travel
5. Team travel

These policies shall apply to the following:

- 1) Adult members at a facility that is either partially or fully under the jurisdiction of a **TAMPA TITANS VOLLEYBALL CLUB**
- 2) Adult members who have regular contact with amateur athletes who are minors
- 3) Any adult authorized by **TAMPA TITANS VOLLEYBALL CLUB** that may have regular contact with or authority over an amateur athlete who is a minor
- 4) Adult staff and board members of a **TAMPA TITANS VOLLEYBALL CLUB**

(Collectively "Applicable Adult" for the purposes of this policy)

### **POLICY 1 - ONE-ON-ONE INTERACTIONS**

#### **Observable and interruptible**

One-on-one interactions between a minor athlete and an Applicable Adult (who is not the minor's legal guardian) at a facility partially or fully under the jurisdiction of the **TAMPA TITANS VOLLEYBALL CLUB** are permitted if they occur at an observable and interruptible distance by another adult.

One-on-one interactions between minor athletes and an Applicable Adult (who is not the minor's legal guardian) at a facility partially or fully under the jurisdiction of a Covered Organization/LAO are prohibited, except in the circumstances described in meetings with mental health care professionals and health care providers of this section and under emergency circumstances.

Meetings between Applicable Adults and minor athletes at a facility partially or fully under the jurisdiction of the **TAMPA TITANS VOLLEYBALL CLUB** may only occur if another adult is present, except under emergency circumstances. Such meetings must occur where interactions can be easily observed and at an interruptible distance from another adult.

If a one-on-one meeting takes place in an office at a facility partially or fully under the jurisdiction of the **TAMPA TITANS VOLLEYBALL CLUB**, the door to the office must remain unlocked and open. If available, it will occur in an office that has windows, with the windows, blinds, and/or curtains remaining open during the meeting.

### **Meetings with mental health care professionals and health care providers**

If a mental health care professional and/or health care provider meets with minor athletes at a facility partially or fully under the jurisdiction of the **TAMPA TITANS VOLLEYBALL CLUB**, a closed-door meeting may be permitted to protect patient privacy provided that:

The door remains unlocked and another adult is present at the facility.

The other adult is advised that a closed-door meeting is occurring written legal guardian consent is obtained in advance by the mental health care professional and/or health care provider, with a copy provided to the organization.

### **Individual training sessions**

Individual training sessions between Applicable Adults and minor athletes are permitted at a facility partially or fully under the jurisdiction of the **TAMPA TITANS VOLLEYBALL CLUB** if the training session is observable and interruptible by another adult. It is the responsibility of the Applicable Adult to obtain the written permission of the minor's legal guardian in advance of the individual training session if the individual training session is not observable and interruptible by another adult. Permission for individual training sessions must be obtained at least every six months. Parents, guardians, and other caretakers must be allowed to observe the training session.

## **POLICY 2 - MESSAGES AND RUBDOWNS/ATHLETIC TRAINING MODALITIES**

Any massage or rubdown/athletic training modality performed at a facility or a training or competition venue under the jurisdiction of the **TAMPA TITANS VOLLEYBALL CLUB** must be conducted in an open and interruptible location. Any massage of a minor athlete must be done with at least one other adult present and must never be done with only the minor athlete and the person performing the massage or rubdown/athletic training modality in the room.

### **LOCKER ROOMS AND CHANGING AREAS**

#### **Non-exclusive facility**

# **Tampa Titans Player/Parent Hand Book**

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If the **TAMPA TITANS VOLLEYBALL CLUB** uses a facility not fully under their jurisdiction (for, e.g., training or competition or similar events) and the facility is used by multiple constituents, Applicable Adults in categories 1 through 4 are nonetheless required to adhere to the rules set forth herein..

## **Use of recording devices**

Use of any device's (including a cell phone's) recording capabilities, including voice recording, still cameras and video cameras in locker rooms, changing areas, or similar spaces at a facility under the jurisdiction of the **TAMPA TITANS VOLLEYBALL CLUB** is prohibited. Exceptions may be made for media and championship celebrations, provided that such exceptions are approved by the **TAMPA TITANS VOLLEYBALL CLUB** and two or more Applicable Adults are present.

## **Undress**

Under no circumstances shall an unrelated Applicable Adult at a facility under the jurisdiction of the **TAMPA TITANS VOLLEYBALL CLUB** intentionally expose his or her breasts, buttocks, groin, or genitals to a minor athlete.

## **One-on-one interactions**

Except for athletes on the same team, at no time are unrelated Applicable Adults permitted to be alone with a minor athlete in a locker room or changing area when at a facility under the partial or full jurisdiction of the **TAMPA TITANS VOLLEYBALL CLUB**, except under emergency circumstances.

If the **TAMPA TITANS VOLLEYBALL CLUB** is using a facility that only has a single locker room or changing area, separate times will be designated for use by Applicable Adults, if any.

## **Monitoring**

**TAMPA TITANS VOLLEYBALL CLUB** will regularly and randomly monitor the use of locker rooms and changing areas at facilities under their jurisdiction to ensure compliance with these policies.

## **POLICY 3 - SOCIAL MEDIA & ELECTRONIC COMMUNICATIONS**

As part of the **TAMPA TITANS VOLLEYBALL CLUB** emphasis on athlete safety, all electronic communications between a coach and athlete must be professional in nature and for the purpose of communicating information about team activities.

### **Content**

All electronic communication originating from Applicable Adults to minor athletes must be professional in nature.

### **Open and transparent**

Absent emergency circumstances, if an Applicable Adult with authority over minor athletes needs to communicate directly with a minor athlete via electronic communications (including social media), another Applicable Adult or the minor athlete's legal guardian will be copied.

If a minor athlete communicates to an Applicable Adult (with authority over the minor athlete) privately first, said Applicable Adult should respond to the minor athlete with a copy to another Applicable Adult or the minor athlete's legal guardian.

When an Applicable Adult with authority over minor athletes communicates electronically to the entire team, said Applicable Adult will copy another adult.

Minor athletes may "friend" the organization's official page.

### **Facebook, Myspace, blogs, and similar sites**

Coaches may not have athletes of **TAMPA TITANS VOLLEYBALL CLUB's** Team join a personal social media page. Athlete members and parents can friend the official **TAMPA TITANS VOLLEYBALL CLUB's** Team page and coaches can communicate to athlete members through the site. All posts, messages, text, or media of any kind between coach and athlete must be professional in nature and for the purpose of communicating information about team activities or for team-oriented motivational purposes.

### **Twitter, instant messaging and similar media**

Coaches and athletes may "follow" each other. All posts between coach and athlete must be for the purpose of communicating information about team activities.

### **Email and similar/electronic communications**

Athletes and coaches may use email to communicate. All email content between coach and athlete must be professional in nature and for the purpose of communicating information about team activities. Where the coach is a staff member and/or volunteer, email from a coach to any athlete we recommend come from the club website email center (the coach's return email address will contain "@CLUB.com").

### **Texting and similar electronic communications**

Texting is allowed between coaches and athletes. All texts between coach and athlete must be professional and for the purpose of communicating information about team activities.

### **Electronic imagery**

From time to time, digital photos, videos of practice or competition, and other publicly obtainable images of the athlete – individually or in groups – may be taken. These photos and/or videos may be submitted to local, state or national publications, used in club videos, posted on club or club associated websites, or offered to the club families seasonally on disc or other electronic form. It is the default policy of **TAMPA TITANS VOLLEYBALL CLUB** to allow such practices as long as the athlete or athletes are in public view and such imagery is both appropriate and in the best interest of the athlete and the club. Imagery must not be contrary to any rules as outlined in **TAMPA TITANS VOLLEYBALL CLUB's** Participant Safety Handbook.

# Tampa Titans Player/Parent Hand Book

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## **Request to discontinue all electronic communication or imagery**

The parents or guardians of an athlete may request in writing that their child not be contacted by any form of electronic communication by coaches or Applicable Adults subject to this policy. (Photography or videography). The **TAMPA TITANS VOLLEYBALL CLUB** will abide by any such request that their minor athlete not be contacted via electronic communication, absent emergency circumstances.

## **Misconduct**

Social media and electronic communications can also be used to commit misconduct (e.g., emotional, sexual, bullying, harassment, and hazing). Such communications by coaches, staff, volunteers, administrators, officials, parents or athletes will not be tolerated and are considered violations of our Participant Safety Handbook.

## **Violations**

Violations of **TAMPA TITANS VOLLEYBALL CLUB**'s Electronic Communications and Social Media Policy should be reported to your immediate supervisor, a **TAMPA TITANS VOLLEYBALL CLUB** administrator or a member of **TAMPA TITANS VOLLEYBALL CLUB**'s Participant Safety Committee for evaluation. Complaints and allegations will be addressed under **TAMPA TITANS VOLLEYBALL CLUB**'s Disciplinary Rules and Procedure.

## **LOCAL TRAVEL & TEAM TRAVEL**

This policy shall apply to:

- 1) Adult members who have regular contact with amateur athletes who are minors
- 2) Any adult authorized by **TAMPA TITANS VOLLEYBALL CLUB** to have regular contact with or authority over an amateur athlete who is a minor
- 3) Adult staff and board members of **TAMPA TITANS VOLLEYBALL CLUB**

(Collectively "Applicable Adult" for the purposes of this policy)

## **POLICY 4 - LOCAL TRAVEL**

Local travel consists of travel to training, practice, and competition that occurs locally and does not include coordinated overnight stay(s).

### **Transportation**

Applicable Adults who are not also acting as a legal guardian, shall not ride in a vehicle alone with an unrelated minor athlete, absent emergency circumstances, and must have at least two minor athletes or another adult at all times, unless otherwise agreed to in writing by the minor athlete's parent/legal guardian in advance of each local travel.

## **POLICY 5 - TEAM TRAVEL**

Team travel is travel to a competition or other team activity that the organization plans and supervises.

## **Team/competition travel**

When only one Applicable Adult and one minor athlete travel to a competition, the minor athlete must have his/her legal guardian's written permission in advance and for each competition to travel alone with said Applicable Adult.

## **Hotel Room**

Regardless of gender, a coach shall not share a hotel room or other sleeping arrangements with a minor player. (Unless coach is the parent, guardian or sibling of the player) However, a parent/legal guardian may consent to such an arrangement in advance and in writing. Furthermore, a parent/legal guardian may consent in advance and in writing to the minor athlete sharing a hotel room or other sleeping arrangement with an adult athlete

Coach or his/her designee will establish a curfew by when all players must be in their hotel rooms in a supervised location. Regular monitoring and curfew checks will be made to each room by at least two properly background screened adults. At no time should one adult be present in room with minor players, regardless of gender.

Team personnel should ask hotel to block adult pay per view channels.

## **Meetings**

Meetings shall be conducted consistent with the **TAMPA TITANS VOLLEYBALL CLUB** policy for one-on-one interactions

Individual meetings between coach and player may not occur in hotel sleeping rooms and must be held in public setting or with additional adults present with one of those adults being the same gender as the player.

# Tampa Titans Player/Parent Hand Book

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## Club Release Policy

If an athlete/family decides to depart the Tampa Titans during the respective season, the following steps must take place:

### Release Policy:

STEP 1 - The athlete/family in question must submit a written request for release to the Club Director, **Jeffrey Saxton, at the club's email address:**

[info@tampatitansvolleyball.com](mailto:info@tampatitansvolleyball.com) and to the Florida Region at [registrar@FloridaVolleyball.org](mailto:registrar@FloridaVolleyball.org) stating the reason for the request.

STEP 2 - Club will release the athlete immediately once the following item(s) have been completed:

1. Athlete returns all club gear provided to athlete this season.
2. Member must remit all financial obligations agreed upon contractually. Payment Option – Member pays full cost of season.

**Transfer Policy:** A player can represent only one club during the Season. A change in geographical location of the family due to a change in job, military, scholastic or inner-collegiate status may receive special consideration. No player may participate in different Qualifying events with different clubs/teams. Proof of residency must be provided by the family at the time of the release/transfer request.

Once an athlete has participated in a **National Qualifier Event (Regional or NQ)** they may not be released for the rest of the season to another club. Please refer to the USA Volleyball (USAV) Championship Manual on releases for athletes that participate in regional or national qualifying/bid events.

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Parent Name (Print)

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Parent Signature

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Date:

